Skills Nova Scotia

Annual Progress Report 2003–2004

NOVA SCOTIA

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Skills Nova Scotia

Annual Progress Report 2003–2004

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Message from the Premier

Office of
the Premier

I am pleased to provide you with the second annual progress report on the provincial skills agenda. The achievements outlined in this report offer you an update on the innovative strategies, initiatives, and activities detailed in the *Skills Nova Scotia Action Plan* for 2003–04.

Through the Skills Nova Scotia Framework, we have the organizational structure to better co-ordinate skill development activities that support Nova Scotians preparing for, finding, and maintaining employment. This report identifies that we have increased the opportunities for Nova Scotians to participate in the labour market by advancing strategies such as the Nursing Strategy, the Workplace Education Initiative, and the support for community-based programs like New Beginnings.

Nova Scotia is working hard to ensure the development of a responsive, skilled, and knowledgeable work force. Business is showing leadership, adults are returning to learning, educational institutions are working with business, and government is working with business, labour, industry, education and training, and communities. All of these partnerships are key to the success of Skills Nova Scotia and show that Nova Scotians are committed to finding innovative solutions to create a world-class workforce ready to meet the demands of today and the promise of tomorrow.

Together we are building a stronger workforce and a brighter future.

John Hamm

John F. Hamm
Premier of Nova Scotia

Message from the Minister of Education

Office of
the Minister
of Education

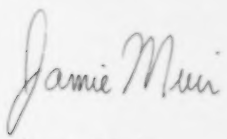
I am pleased to provide you with the *Skills Nova Scotia Annual Progress Report 2003–2004*. This report highlights the activities that have been undertaken across government to respond to both the short- and long-term skill development needs of Nova Scotia's labour market.

We work in partnership with business, labour, industry, training and education providers, communities, and across government to advance the goals and objectives of Skills Nova Scotia. Our partnerships have enabled us to advance strategies, initiatives, and activities that work towards ensuring a successful and prosperous future for Nova Scotians. In 2003–2004, our highlights included:

- co-ordinating activities that provided opportunities for over 4000 adults to improve their literacy and essential skills, and/or obtain the Nova Scotia High School Graduation Diploma for Adults
- supporting 23 Workforce Skill Development Programs to help unemployed workers from the fishing industry, Deveco, and Sysco prepare for and find new jobs
- encouraging a $390,000 investment from employers towards the education of Nova Scotian workers by partnering with them through the Workplace Education Initiative
- leveraging post-secondary co-op and summer placement opportunities with industry through the Energy Training Program for Students which provided roughly 130 students with 70,000 person hours of career-relevant work experience in the energy sector
- supporting Techsploration, a school-based career exploration initiative for grade 9 girls that provides exposure to non-traditional occupations in trades and technologies

- supporting 2250 Nova Scotians to receive skills training, upgrading, and apprenticeship training
- co-ordinating strategic investment and joint work with the federal government on projects related to labour market skill development to support labour market attachment.

As a result of these and other partnerships, the province has been successful in better co-ordinating our initiatives and activities, improving the capacity of the existing education and training systems, enhancing our labour market information, and increasing the accessibility throughout labour market programs and services.



Jamie Muir
Minister of Education

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Introduction

In 2003–2004, the Province of Nova Scotia released its annual action plan to advance the goals and objectives of the Skills Nova Scotia Framework. Activities detailed in the action plan were designed to support Nova Scotians to meet the challenges and opportunities in today's labour market. These activities reflect the collaboration necessary to identify issues, engage partners, and find appropriate solutions to emerging skill needs, improving access to the labour market, and encouraging the development of a lifelong learning culture.

The annual report clearly marks our progress and reflects the cross-provincial commitment to working together to help Nova Scotians to build a strong workforce and economy.

The activities outlined in this report were submitted by the following government departments, offices, and agencies:

Aboriginal Affairs

Advisory Council on the Status of Women

Agriculture and Fisheries

Community Services

Education

Energy

Environment and Labour

Health

Office of Economic Development

Public Service Commission

Senior Citizens Secretariat

Tourism, Culture, and Heritage

Transportation and Public Works

Goals and Objectives

Goal 1: Meet the skill needs of Nova Scotia's labour market

Objectives

1. Research, develop, and distribute high-quality labour market information
2. Co-ordinate targeted initiatives that satisfy emerging skill needs
3. Work to enhance and improve the apprenticeship system in Nova Scotia
4. Improve mobility of skilled workers within Canada
5. Improve Nova Scotia's competitive edge in attracting and retaining highly skilled international workers
6. Design and implement labour policy to promote safe and healthy work environments, fair employment standards, and stable labour-management relations
7. Improve opportunities for youth to develop the leadership skills required for successful labour market participation

Goal 2: Provide better labour market access and supports to Nova Scotians

Objectives

1. Provide career- and employment-related services to Nova Scotians to help them develop their skills and find sustainable jobs
2. Assist low-income Nova Scotians, including income assistance recipients, to access education and training
3. Promote equity, fairness, and diversity throughout labour market programs and services offered in Nova Scotia
4. Develop and implement prior learning assessment and recognition processes and tools

Goal 3: Strengthen Nova Scotia's system of lifelong learning opportunities

Objectives

1. Increase the opportunities for Nova Scotia's children to develop a curiosity for and ability to learn before entering Nova Scotia's education system
2. Improve the core skills of children in Nova Scotia's education system
3. Expand co-operative and work experience opportunities for students in Nova Scotia's secondary education system
4. Increase the opportunity for Nova Scotians to access adult basic education
5. Make education and training more relevant to the emerging skills needs of the learners and employers
6. Increase the post-secondary education and training system's capacity to respond to emerging labour market trends
7. Promote lifelong learning through the development of a learning culture

Working Together

The federal government has played a fundamental role in the development of Nova Scotia's skilled labour force. In the *Skills Nova Scotia Action Plan 2003–2004*, the province outlined its plan to continue to work with federal and provincial partners to achieve common skills and learning priorities. A number of joint initiatives have been undertaken through the Canada–Nova Scotia Skills and Learning Framework (CNNSLF) and the Canada–Nova Scotia Innovations Team (CNSIT) to facilitate the development of an environment that creates a workforce that stimulates innovation and growth. A number of the activities contained within this report reflect the joint planning and work carried out in partnership through the CNNSLF and the CNSIT.

The province also works with the federal government and the other provinces and territories through the Forum of Labour Market Ministers (FLMM). This forum facilitates broad policy discussions regarding labour market issues such as labour mobility and labour market information. A number of the activities outlined in this report are carried out through the work undertaken in partnership under the FLMM.

Annual Progress Report

Goal 1: Meet the skill needs of Nova Scotia's Labour Market

The capacity to respond to emerging skill needs over time will be a key component to Nova Scotia's competitiveness within a global market. The more adaptive, responsive, and flexible that our labour force and skill development practices become, the more competitive our labour market will be.

Objective 1	Activities	Achievements
Research, develop, and distribute high quality labour market information	• participating in the HRSDC funded study of health human resources in Nova Scotia that creates occupational profiles of health professions	The occupational profiles of approximately 30 health professions were completed. Each profile included detailed demographic information, education and training requirements, and the human resources issues of each occupation. The final report *A Study of Health Human Resources (HHR) in Nova Scotia* was released in June 2004 and is available online through the Health Care Human Resource Sector Council website at <www.hcsc.ca>.
	• identifying new opportunities for women in emerging trades/ technology occupations in collaboration with key stakeholders	Research was conducted on barriers to women in trades; the findings will be ready for publication in 2004–05. Barriers and opportunities for women in trades and technology occupations were identified through discussions with key stakeholders. Federal, provincial, and territorial Ministers responsible for the Status of Women released and disseminated a research paper and brochure titled *Workplaces that Work: Creating a Workplace Culture that Attracts, Retains and Promotes Women*. The paper and brochure can be found in the Advisory Council on the Status of Women resource library and on the Conference Board of Canada website: <www.conferenceboard.ca>.

Activities	Achievements
• publishing the eighth edition of *Career Options: An Occupational Handbook for Nova Scotians* and *Nova Scotia Career Guide* for students and parents	The eighth edition of *Career Options: An Occupational Handbook for Nova Scotians* was published in the spring of 2003. *Nova Scotia Career Guide* was distributed to all grade 9 students in May 2003. A revised version, the *Nova Scotia Career Guide*, was distributed to all grade 9 students in January 2004. The Career Options handbook can be found at <www.careeroptions.EDnet.ns.ca>.
• publishing a teacher's resource to facilitate use of *Career Options* in the schools and a French edition of *Career Options*	A teacher's resource was prepared and distributed to schools with the *Nova Scotia Career Guide* in January 2004. Work to develop a web-based French edition is underway.
• redesigning the *Career Options* website	The *Career Options* website redesign project is now under way. The new website will be online in the fall of 2004.
• participating in a study by the Atlantic Home Building & Renovation Sector Council (AHB&RSC) of construction worker shortages and surpluses in Nova Scotia	This project has been completed. The document will be released in October 2004 and will be available online at <www.ahbrsc.com>.
• developing and applying a labour market demand methodology to identify occupational and skill imbalances (shortages and surpluses)	This work was delayed. A request for proposals to engage a consultant to identify and assess methodologies and to propose options for implementation is being prepared. Work began in September 2004 and is expected to be completed by December 2004.

Activities	Achievements
• developing (with HRDC NS) 2003–2008 labour market, industrial, and occupational projections for Nova Scotia based on Canadian Occupational Projection System (COPS) data	This activity has been completed. Work to develop a new set of industrial and occupational projections for 2004–2009 is now underway.
• producing 2003–2008 series of annual labour market outlook publications, including *Labour Market Outlook*, *Industrial Outlook*, and *Occupational Outlook*	These documents were published and are available through the Skills Nova Scotia website at <www.EDnet.ns.ca>.
• conducting a study with the Construction Trades Skills Development Initiative (CTSDI) to identify actual existing and potential future imbalances in the skilled trades	The study did not take place. CTSDI is now considering working with the National Construction Sector Council LMI project to address these needs.
• conducting a symposium on the Construction Industry in the Atlantic Provinces with the Council of Atlantic Premiers' Labour Market Information and Skills Working Group and the Atlantic Provinces Consortium of Community Colleges	The Atlantic Construction Symposium was held in Moncton, NB, in November 2003. Recommendations are now being considered by the Council of Atlantic Ministers of Education and Training (CAMET). The final report of the Atlantic Construction Symposium can be found at <www.gnb.ca/0342/Atlantic%20Construction%20 Symposium-E.pdf>.

	Activities	Achievements to Date
	• facilitating effective collaboration across governments through the Canada–Nova Scotia Skills and Learning Framework (CNSSLF) to develop labour market information products and services and to undertake research	Under the CNSSLF, the LMI Priority Committee co-ordinated work across federal and provincial departments. Activities included information sharing, preparation of an inventory of products and services and of research activities, joint planning of a variety of initiatives including the occupational supply and demand project, implementation of an LMI Portal, development of an LMI Finder (a guide to sources of LMI for use by career practitioners and their clients), and technical support for the Greater Halifax Partnerships SmartBusiness business retention and expansion project.
	• updating and releasing the 2004 *Nova Scotia Business Climate Index*, a key measure that compares Nova Scotia's business climate to other Canadian jurisdiction	The document will be released in fall 2004 and can be found at <www.gov.ns.ca/econ/businessclimate>.
Objective 2 Co-ordinate targeted initiatives that satisfy emerging skills needs	**Activities**	**Achievements to Date**
	• continuing to address the short- and long-term human resource issues in the construction industry through the Construction Trades Skill Development Initiative (CTSDI), to ensure that Nova Scotia has the skilled workers required in the construction trades to meet the industry's current and future needs	A survey of stakeholders to identify labour market information needs was completed. The survey confirmed the necessity for long-term planning and for better information of the future demand for construction workers. Discusions with CTSDI were facilitated regarding participation in the National Construction Sector Council Labour Market Information project.

Activities	Achievements to Date
• continuing to address the issues of industry human resource planning and skill development by partnering with sector councils and industry associations	Through the memorandum of understanding signed by the Association of Industry Sector Councils (AISC), the Department of Education, and Human Resource Skill Development Canada, topics such as career information and career awareness were identified as cross-cutters for the purposes of joint planning. Partnerships between AISC and the Nova Scotia School Counsellors' Association were formed to develop a strategy to ensure that career information reaches students. The Trucking Industry Working Group was organized and topics such as professionalization, attraction and retention, and education and training were identified as key priorities for 2004–05.
• engaging public and private sector oil and gas stakeholders from Nova Scotia and the other Atlantic provinces to identify sector-specific skills issues facing the region as it develops its petroleum industry	The Nova Scotia Petroleum Skills Forum was held on November 12 and 13, 2003.
• partnering with key federal departments under the Canada–Nova Scotia Skills and Learning Framework (CNNSLF) to implement the Apprenticeship, Earning, and Learning priority work plan	The Youth Apprenticeship Forum, attended by industry stakeholders, was held in September 2003. The forum communicated the progress of the provincial Youth Apprenticeship framework, gauged level of support, and identified issues to be addressed.

Activities	Achievements to Date
• targeting older workers (aged 55–64) through the Older Worker Pilot Project initiative, in partnership with the federal government, which is designed to reintegrate displaced older workers into sustainable employment or maintain employment of older workers threatened with displacement	A total of seven pilot projects were operational across the province. In addition, three projects focussed on the development of a toolkit of older worker resources for career resource providers. Over 1200 older workers have participated in a range of programs and services offered by the pilot projects.
• continuing to support Techsploration, a school-based career exploration initiative for grade 9 girls that provides exposure to non-traditional occupations in trades and technologies	Techsploration was expanded to include the participation of eight additional schools.
• supporting the Aerospace and Defence Industries Association of Nova Scotia (ADIANS) in its development of a sector-wide human resource strategy to address workforce attraction, retention, and skill development issues	The Aerospace and Defence Industries Human Resource Partnership was launched and a baseline study of human resources planning and training is under way.
• supporting the development and implementation of the Maritime Forces Atlantic Civilian Workforce Renewal Strategy	The Maritime Forces Atlantic Civilian Workforce Renewal Strategy is complete. One successful activity was a week-long March break camp for 70 students from under-represented groups.

Activities	Achievements to Date
• continuing to implement the Nova Scotia Nursing Strategy	The implementation of this strategy has included the following: – The implementation of the Telehealth Network is underway; this is a service that enables rural healthcare professionals and patients to access support and clinical and educational services. – A co-op program has been implemented for third-year Bachelor of Nursing students. These co-op students receive pay for ten weeks of employment in the period between June and August. – The recruitment of nurses has been enhanced by providing relocation allowances, re-entry programs for LPNs and RNs, a provincial website, and increasing the number of seats in the nursing program. – The deployment and utilization of the nursing workforce has been enriched by providing nursing grants, leadership conferences, and a practice environment collaborative program.
• increasing the training of Medical Laboratory Technologists in a joint program between Nova Scotia Community College and New Brunswick Community College	Twenty-five students in the Medical Laboratory Technologist Program were trained at New Brunswick Community College in Saint John in 2004–05 and bursaries have been provided to those who agree to work in Nova Scotia for a period of two years after graduation. A second recruitment is beginning in June 2004 for students starting in March 2005.
• planning a co-ordinated strategy for recruitment and retention of women in trades and technology occupations	This initiative is under way.

Activities	Achievements to Date
• providing investment support for skill development workshops in music, craft, and cultural activities	$41,755 was invested in 22 skills development projects on various topics including 16 workshops funded through the Cultural Activities Program and six initiatives through the professional development component of the Grants to Organizations and Small Groups program.
• providing funding to youth organizations involved in skill development such as Halifax Dance Young Company and Nova Scotia Youth Orchestra	$161,334 was invested in 15 youth organizations involved in skills development. Administrative support was also provided to the Nova Scotia Talent Trust which funds artistic training of youth.
• providing support for international marketing of skill development initiatives	$666,375 was invested in various export initiatives through the Industry Growth Program. Three culture related trade missions were led to build capacity in export market development.
• offering skill development and enhancement courses through the Nova Scotia Centre for Craft and Design	A wide variety of youth and adult courses were delivered throughout the year in five craft studios including weaving, craft, metal, pottery, and multi-purpose. The courses offered through the Nova Scotia Centre for Craft and Design include: 23 courses in spring 2003, 15 courses in summer 2003, 36 courses in fall 2003, and 34 courses in winter 2004.
• providing funding through the Anchor Organizations Program to organizations such as the Gaelic College and the Cultural Federations of Nova Scotia, which offers training and support services to individuals in the cultural sector	$2.8 million was provided in 2003–04 through the Anchor Organization Program to 53 organizations and facilities across the province.

Activities	Achievements to Date
• continuing to offer a bursary at Dalhousie University Faculty of Engineering and one at Nova Scotia Community College, through the Transportation and Public Works Planning for Progress: Employment Bursary Program	A $1200 bursary was awarded at Dalhousie University for a first-year engineering student. A $1000 bursary was awarded to Nova Scotia Community College for a Survey Technician student.
• developing and expanding outreach programs designed to educate students with a range of job skills through efforts such as job fairs, departmental speakers bureaus, and open houses	A promotional employment video was produced. Three job fairs were hosted to encourage students and youth to consider careers with the Department of Transportation and Public Works. Information sessions at Nova Scotia Community College were facilitated to recruit heavy duty equipment mechanics—more than 50 students attended these sessions.

Objective 3

Work to enhance and improve the apprenticeship system in Nova Scotia

Activities	Achievements to Date
• expanding access to Apprenticeship training via alternate delivery	Since September 2003, an additional ten courses in three trades (Plumber, Carpenter, and Machinist) are now delivered via the Virtual Campus of Nova Scotia Community College.
• expanding the Apprenticeship Essential Skills Initiative to provide essential skills and assessment for each new apprentice and trade qualifier	Seven essential skills programs for apprentices were delivered and eight new trade-related assessment tools were developed through partnerships with industry and labour to support apprentices in the technical portion of their training.
• responding to industry's request to designate new trades and assisting industry with the application for compulsory certification of designated trades	Sprinkler System Installer became a compulsory certification trade March 18, 2004.
• continuing to increase annual technical training capacity of active apprentices	In 2003–04, a total of 2091 apprentices were trained. There was a 31 percent increase in training sections which resulted in 761 sections of in-class training being offered in 2003–04.

	Activities	Achievements to Date
	• designing a schedule and undertaking a review of trade regulations	Ad hoc advisory committees for the review of trade regulations were struck and eight compulsory trade regulations were reviewed. Also, welder trade regulations will be enacted in 2004–05.
	• developing an accreditation policy for technical training providers	Implemented accreditation features into the training contract used with apprenticeship program training providers.
	• holding a forum with key stakeholders to design and implement initiatives for the recruitment and retention of women apprentices	These activities are under way.
Objective 4 Improve mobility of skilled workers within Canada	**Activities**	**Achievements to Date**
	• implementing the labour mobility obligations in the Agreement on Internal Trade to reduce or remove barriers to the movement of workers within Canada, making it easier for skilled workers to choose where they live and work	The Nova Scotia Board of Dispensing Opticians signed the National Mutual Recognition Agreement for Opticians. The Labour Mobility Co-ordinating Group updated provincial contact information on regulatory bodies for the Work Destinations website. This site provides information on the regulated trades and professions in Canada and can be found at <www.workdestinations.org>.
	• encouraging regulatory bodies to recognize workers who have obtained their qualifications in other countries	The recommendations made in the feasibility study, *The Viability of a Foreign Credential Assessment Service in Atlantic Canada* were reviewed. A process to develop a modified "build and contract" model was initiated. This work will carry on in 2004–2005 through a work group of the Council of Atlantic Premiers Skills and LMI Group.

	Activities	Achievements to Date
	• enhancing the National Interprovincial Standards Red Seal Program for the trades, in partnership with business, industry, and labour	The province participated in the Interprovincial Standards and Examination Committee (ISEC) to validate seven National Occupational Analyses, workshops on specification and exam development were hosted, and ten newly generated exams were activated and monitored. In 2003–04, 493 Red Seals were issued in Nova Scotia.
Objective 5 Improve Nova Scotia's competitive edge in attracting and retaining highly skilled international workers	**Activities**	**Achievements to Date**
	• supporting the labour market programs and services for immigrants such as New Beginnings	The Metropolitan Immigrant Settlement Association was provided with funding to run New Beginnings which provides work placements for international skilled workers. In 2003–04, 40 out of 50 participants of New Beginnings found work in their fields within three months after their work placements ended.
	• signing an articulation agreement with the Fujian Agriculture and Forestry University in China, which will bring as many as 60 Chinese students per year to complete the final two years of their degrees at Nova Scotia Agricultural College	Collaboration with Fujian Agriculture and Forestry University in China is ongoing. The first contingent of 40–50 Chinese students are expected to attend Nova Scotia Agricultural College in September 2005.
	• continuing to support the English in the Workplace Program that provides customized language training to employed immigrants	The English in the Workplace Program was offered at the IWK Health Centre.

Activities	Achievements to Date
• supporting occupational-specific language training in partnership with the Halifax Immigrant Learning Centre and Metropolitan Immigrant Settlement Association	The Halifax Immigrant Learning Centre was funded to operate the English in the Workplace Program and had 50 participants in 2003–04. The centre was also funded to operate part-time evening classes for 45 employed international workers. The Metropolitan Immigrant Settlement Association and the Halifax Improvement Learning Centre were funded to deliver occupational-specific language training for 60 students.
• continuing to support English as a Second Language (ESL) training programs, such as English for Academic Purposes at Nova Scotia Community College, and other community-based education initiatives, to assist immigrants who wish to access post-secondary education opportunities	The province, in partnership with Nova Scotia Community College, funded a second year of English for Academic Purposes which served 26 students. Funding was also provided for one-on-one community-based ESL tutoring for 166 students across the province.
• engaging partners/stakeholders in a strategic planning process to better co-ordinate ESL programs and related activities for adults	A series of focus groups and meetings were conducted with ESL service providers to assess needs and gaps. The ESL Co-ordinating Committee was established to better prioritize and co-ordinate language training to meet the needs of newcomers in Nova Scotia. The province partnered with the Halifax Immigrant Learning Centre on the Citizenship and Immigration Canada Enhanced Language Training Initiative project entitled Nova Scotia Language Pathways.

	Activities	Achievements to Date
	• developing and implementing a provincial multiculturalism strategy in partnership with stakeholders	An inter-departmental forum was established in support of multiculturalism. A provincial multiculturalism policy and strategy framework are also being developed.
	• implementing the Provincial Nominee Program to encourage immigrants to settle in Nova Scotia	The Nova Scotia Nominee Program issued certificates to 48 nominees and their families which will bring a total of 145 immigrants to Nova Scotia.
Objective 6 Design and implement labour policy to promote safe and healthy work environments, fair employment standards, and stable labour-management relations	**Activities**	**Achievements to Date**
	• enforcing the practice of compulsory trades by certified tradespeople through investigations, audits, and education	Over 50 written complaints regarding the non-compliance of compulsory trades were investigated and resolved. Compliance audits in the Automotive Service Technician trade were completed in the Halifax Regional Municipality in 2003–04. Approximately 200 employers from selected trades certifications were audited. In 2003–04, there was a reduction in incidents of non-compliance due to lack of information or misinterpretation of the Apprenticeship and Trades Qualifications Act and the Regulations. This reduction was achieved by providing legal information to employers, staff, training providers, and consumers. Relationships were developed and fostered with other enforcement bodies such as municipal building inspection agencies, Department of Environment and Labour, Public Utilities Board, and Public Prosecution Service.

Activities	Achievements to Date
• conducting research in partnership with the Atlantic Centre of Excellence for Women's Health on family life, earning a livelihood, and the relationship between women's health and well-being, through the Healthy Balance Program	The Healthy Balance Research Program released *Taking its Toll*, an analysis of census data on stress associated with combining paid and unpaid work. The publication can be found at <http://www.healthyb.dal.ca/>.
• conducting a survey of Nova Scotians about their paid work and unpaid caregiving; publishing the first phase of the research findings; developing knowledge translation strategies; establishing a policy research team	The Nova Scotia Advisory Council and Atlantic Centre of Excellence, through the Healthy Balance Research Program conducted qualitative research on the topic of paid work and unpaid caregiving through focus groups. A survey will be conducted in 2004–05.
• consulting stakeholders and the public to achieve best practices in regulatory management to ensure a fair and safe workplace	Over the last year, the public and key stakeholders have been engaged in a consultation process on Nova Scotia's Workplace Safety and Insurance System. *Building the Future*, a strategic plan for 2003–08, can be found at <http://www.web.ns.ca/building_the_future/>.
• encouraging occupational health and safety training specific to industry	The province is co-operating with industry associations to deliver programming to further workplace health and safety.
• conducting reviews of Occupational Health and Safety (OHS) legislation to meet provisions of proposed sunset clauses, recommendations of the Red Tape Reduction Task Force, government's legislative agenda, and program evaluation	This initiative is ongoing.
• transferring responsibility of Blaster's certification from the Department of Environment and Labour to the Department of Education	The process of certification and licensing review is being undertaken by the Department of Education and the Department of Environment and Labour.

Activities	Achievements to Date
• strengthening the process to support future development of a risk-based model for OHS inspection, monitoring, and compliance services	OHS inspection practices were reviewed and revised; implementation began in spring 2004.
• publishing relevant safety information for the fishing industry	The *Fish Safe Handbook* was published for industry.

Objective 7

Improve opportunities for youth to develop the leadership skills required for successful labour market participation

Activities	Achievements to Date
• supporting the implementation of the Rural Youth Engagement Strategy and identifying approaches to support youth leadership through consultations with community and government representatives	Participation on Rural Team Nova Scotia and its Youth Engagement Task Team is ongoing.
• undertaking a comprehensive evaluation of the Nova Scotia Employment Program for Students	A comprehensive evaluation of the Nova Scotia Employment Program for Students was completed in September 2003. The results showed that the majority of students employed through the program indicated that their position added value to their career plans.
• entering into a partnership with the HeartWood organization and other stakeholders to create the Centre of Excellence for Youth Development as a means of enabling more young Nova Scotians to gain the leadership skills required for labour market and community participation	The Departments of Community Services and Education and the Office of Economic Development, entered into an agreement with the HeartWood organization to form the Centre for Community Youth Development (CCYD). In its initial year, the CCYD successfully undertook activities in support of professional development, research, and collaboration to respond to the needs of the growing youth sector.

Activities	Achievements to Date
• undertaking research with partners to facilitate the creation of a youth employment strategy that will guide priority setting in 2004–05 and beyond	A document entitled *Youth and Work* was developed and is being revised by the Youth Services Division and HRSDC under the auspices of the Federal–Provincial Youth Committee. In 2003–04 the Skills and Learning Branch made a commitment to build on this initiative through the development of a Youth Employment and Skills Development Strategy for the province.
• continuing to provide opportunities for youth to develop leadership skills	The first provincial Model Legislature was conducted to help promote leadership skills for students in grades 10 to 12. Student participation in Team Nova Scotia Showcase and the 2003 Canada-Wide Science Fair was supported.
• investing in youth training organizations such as the Nova Scotia Youth Orchestra	$161,000 was invested in 15 youth organizations involved in skills development. Funding was provided to Art Gallery of Nova Scotia and Nova Scotia Centre for Craft and Design which both deliver various youth training programs.
• increasing activities in the prevention of occupational accidents and injuries and promoting youth health and safety as part of a national initiative agreed to by labour ministries from all jurisdictions in Canada in partnership with the Workplace Safety and Insurance System agencies	Workplace Safety and Insurance System discussions have led to the successful transfer of education and prevention to the Workers Compensation Board who have now taken over these responsibilities.

Activities	Achievements to Date
• implementing the Workplace Safety and Insurance System strategic plan including implementation of a renewed prevention strategy	The strategic plan has been accepted by Workplace Safety and Insurance System and Workers Compensation Board.
• participating in regional and national inter-jurisdictional initiatives to promote health and safety in the workplace, including – the Atlantic Action Plan Initiative on Occupational Health and Safety under the auspices of the Council of Atlantic Premiers – the Cross-Canada Young Worker Initiative sponsored by the Canadian Association of Administrators of Labour Legislation (CAALL) (This is a multi-faceted initiative designed to address the disproportionate incidence of workplace injuries experienced by young workers—one-third of all work injuries happen to workers aged 15–24)	In collaboration with Workplace Safety and Insurance System, participation and support in these initiatives has continued. In 2003–04, contributions were made to the Atlantic Action Plan Initiative to conduct a youth campaign.
• offering skill development opportunities to youth in care and dependents and direct recipients of income assistance through the Youth Initiative Program	Leadership development and employability enhancing opportunities were offered to approximately 300 youth associated with the Department of Community Services in the 2003–04 fiscal year.

Goal 2: Provide better labour market access and supports to Nova Scotians

For the province to be successful in its efforts to accomplish the goals and objectives laid out in *Skills Nova Scotia Framework and 2002–2003 Action Plan*, it is necessary to the province to co-ordinate programs and services to support Nova Scotians in their career development and employment choices. This includes access to career and employment counselling and education and training, and the promotion of the principles of fairness, equity, and diversity.

Objective 1	Activities	Achievements to Date
Provide career- and employment-related services to Nova Scotians to help them develop their skills and find sustainable jobs	• promoting the variety of career opportunities available in the province's energy sector	A comprehensive energy awareness survey was conducted across Nova Scotia to benchmark knowledge of multiple energy topics including skills and employment.
	• developing and implementing a public education plan to improve Nova Scotian awareness of oil and gas occupations and career opportunities	The public education plan is under way.
	• providing recent post-secondary graduates with an opportunity to work with the Province of Nova Scotia and gain valuable experience for up to one year through the Career Starts Internship Program	Sixteen students were hired for 49-week internships. A midpoint survey of participating interns indicated that 94 percent were satisfied or very satisfied with their internship experience. Ninety-four percent of the interns also indicated that the program provided them with good and practical work experience in the areas such as human resources, IT, engineering, communications, finance, and policy.
	• providing meaningful and applicable employment opportunities with the Province of Nova Scotia to post-secondary students through co-operative work placements	The province funded 35 co-operative work placements in 2003–04.

	Activities	Achievements to Date
	• creating employment opportunities for aboriginal students, racially visible students, students with disabilities, and female students pursuing studies in non-traditional areas through the Summer Employment Diversity Initiative and a mentorship program for female students	The province continues to hire and recruit students from the designated groups. In 2003, six students were hired through the Summer Employment Diversity Program. In 2003, 12 female students were hired through the summer mentorship program which matches a female student with a civil servant mentor.
	• offering career and job development services to suitable income assistance recipients	Employment Support Services (ESS) staff provided career counselling and other employability related services, including referrals to and support for participation in skill enhancing activities or jobs, to approximately 10,800 recipients of income assistance.
	• promote an Employment Development Program, a work-based training program designed to provide workplace learning opportunities and foundations for long-term employment for Employment Support Services program participants	This project is averaging a success rate of 70 percent in assisting recipients of income assistance with secure permanent employment.
Objective 2 Assist low income Nova Scotians, including income assistance recipients, to access education and training	**Activities**	**Achievements to Date**
	• extend the project One Journey—Work and Learn to provide recipients of income assistance with workplace essential skills education in partnership with potential employers	Partnerships with three employers enabled over 30 participants, who had relied on community services benefits, to have full-time employment.
	• negotiating a continuation of the Educate to Work Program (formerly known as TEOP) to provide opportunities for recipients of income assistance to attend Nova Scotia Community College and Collège de l'Acadie	Approximately 300 recipients of income assistance had the opportunity to develop their skills by attending core courses offered through Nova Scotia Community College.

	Activities	Achievements to Date
	• continuing to provide opportunities for recipients of income assistance to access tuition-free programs through the Nova Scotia School for Adult Learning	This project is ongoing. The partnership with the Nova Scotia School for Adult Learning means that approximately 250 recipients of income assistance continue to receive training and upgrading through tuition-free programs.
Objective 3 Promote equity, fairness, and diversity throughout labour market programs and services offered in Nova Scotia	**Activities**	**Achievements to Date**
	• developing and implementing a recruitment initiative to improve access to Nova Scotia Community College and Nova Scotia universities for students with disabilities	Rehabilitation Programs and Services staff provided in-services at every high school in the province to increase awareness of goods and services available to students with disabilities. The transition rate of students with disabilities who are moving directly from grade 12 to post-secondary training has increased by 30 percent in 2003–04.
	• developing and implementing an approach to meeting the exceptional needs of Individual Program Plan students from the public education system when they attend Nova Scotia Community College skills training programs	The number of Individual Program Plan students attending Nova Scotia Community College skills training programs increased by 50 percent during the 2003–04 school year.

Activities	Achievements to Date
• developing and marketing memorandums of understanding with all universities in the province and with Nova Scotia Community College, with the goal of establishing a common special needs policy and a common provincial standard for goods and services delivery for students with disabilities	In 2003–04, memorandums of understanding were signed with all universities within the province and with Nova Scotia Community College. In the 2003–04 school year, all university and Nova Scotia Community College campuses within the province had – assistive technology computer workstations available to students with disabilities who required specialized computer hardware and software to support them in their academic efforts – a full-time disability resource facilitator whose sole role and function was to work with the student and the post-secondary institution in defining and reducing or removing disability specific barriers to training – a TTY machine for deaf and hard of hearing callers has been added to the Nova Scotia Community College Admissions office ; a national 1-800 number was also established
• extending the memorandum of understanding between Nova Scotia Community College and regional school boards to First Nations schools to support student success in post-secondary education	The memorandum of understanding between Nova Scotia Community College and regional school boards including all First Nations schools has been completed. A college-wide Parents as Career Coach program was started at Nova Scotia Community College to help parents assist their children in career choices to ensure that students enroll in the program that is most appropriate for their career goals.

Activities	Achievements to Date
• recruiting and referring qualified individuals from under-represented groups for employment competitions	An inventory of 300 applicants qualified for over 20 occupations was created. Applicants are referred to competitions posted on the employment opportunities bulletin. Departments are encouraged to use the inventory to obtain qualified employees for short-term placements.
• providing individual employment counselling to designated group applicants and government employees	This is ongoing.
• making presentations and conducting workshops on employment opportunities and job search techniques to community organizations	Community presentations and workshops are ongoing. In 2003, the Public Service Commission provided information on job search techniques at four job fairs.
• conducting workshops and seminars for managers in the civil service to create awareness of diversity management, the nature of the affirmative action policy, and their role in implementation	Approximately 80 percent of provincial government employees have participated in the Diversity Management Program.
• reviewing employment policies and practices to ensure that any barriers to employment or advancement of persons from designated groups are eliminated	Employment policies and practices are reviewed regularly.
• ensuring that fair hiring practices are followed when filling positions within the Province of Nova Scotia through implementation of the Fair Hiring Policy	All government departments are aware of their responsibilities and adhere to the principles of the Fair Hiring Policy.

Activities	Achievements to Date
• providing a workplace that is free of discrimination and promotes equality of opportunity to all persons accessing employment positions within the government through implementation the Affirmative Action Policy	Support and advice is provided to departments and employees through administration of the Affirmative Action Policy.
• recognizing the right of government employees to work in an environment free of sexual harassment and any harassment based on the protected characteristics set out in the Nova Scotia Human Rights Act through implementing the Sexual Harassment and No Discrimination Policy	Support and advice is provided to departments and employees on an ongoing basis to ensure that the policy is administered effectively.
• prohibiting discrimination against government employees, clients, or job applicants living with or affected by HIV or AIDS through implementation of the HIV/AIDS in the Workplace policy	The province provides departments and employees with support and advice on an ongoing basis to ensure that the policy is administered effectively.
• ensuring reasonable steps are taken to provide services to persons who are deaf and hard -of-hearing in a fair and non-discriminatory manner through the provision of interpreter services through implementing a government sign language interpreter services policy	The province has a service agreement with the Society of Deaf and Hard of Hearing Nova Scotians to ensure the availability of services.
• extend the Apprenticeship Essential Skills Initiative implemented in partnership with the Membertou Band and other bands in the province	The We'koqma'q and Acadian communities received essential skills training which will assist approximately 30 apprentices in acquiring trade certification.

Activities	Achievements to Date
• continuing to provide targeted funding to support adult literacy and essential skills for the Acadian, African-Canadian, Mi'kmaq, and Deaf communities	Annual grants were provided to six organizations within targeted communities (Acadian, African-Canadian, Mi'kmaq, and Deaf) to deliver adult learning programs.
• promoting women's education, training, and labour market activity through support for Techsploration, Hypatia, and the Women for Economic Equality Society	Support and advice was provided through participation on the Techsploration Steering Committee. Provided support for women in community economic development through Nova Scotia Advisory Council on the Status of Women representation on the Board of Women for Economic Equality.
• collaborating with governmental and non-governmental stakeholders through the Nova Scotia Advisory Council Round Table on Women's Economic Security to share information and identify issues affecting women's access to labour market programs and services and identify opportunities to address these issues	The Nova Scotia Advisory Council Round Table on Women's Economic Security continues to meet quarterly to network, share information, and identify opportunities for collaboration on issues affecting women's labour market participation and economic security.
• advising and supporting the Women for Economic Equality Society and Hypatia in research to identify policy gaps, overlaps, and conflicts affecting rural women's participation in the new economy	Advice was provided to the Women for Economic Equality Society and Hypatia for a research report to be developed by Status of Women Canada.
• providing ongoing advice and support for the Women's Community Economic Development Network	The Women's Community Economic Development Network participated in ten successful demonstration and research projects.

Activities	Achievements to Date
• prioritize issues affecting the economic security of low income women to identify opportunities and strategies to address these collaboratively through the Round Table on Women's Economic Security	Low income women's transition to employment was identified as a priority by the Nova Scotia Advisory Council Round Table on Women's Economic Security. A research paper to explore accessibility and best practices was commissioned.
• providing advice and ongoing support to the Techsploration Steering Committee and the Program Expansion Committee	The number of schools participating in Techsploration increased from 8 participating schools in 2002–03 to 16 participating schools in 2003–04.
• continuing to support the Black Business Initiative's business skills training activities including the Business is Jammin' Program to encourage youth entrepreneurship	The Black Business Initiative's business skills training program, Business is Jammin', provided access into business camps and province-wide entrepreneurship awareness activities with the help of a $500,000 investment by the province.

Objective 4

Develop and implement prior learning assessment and recognition processes and tools

Activities	Achievements to Date
• supporting the development of additional articulation agreements between post-secondary institutions whereby credits earned at one institution are recognized by another	As part of the development of a memorandum of understanding on a number of issues between government and the universities, discussions on the transferability of credits began in 2003–04 and will continue into 2004–05.
• improving policies and practices that help manage, recognize, and reward performance of public servants who contributed to government's goals and priorities	The province has focussed training and support to ensure effective implementation of their performance management system.
• articulating the learning acquired through the Apprenticeship Training Program to be recognized for credit towards the Nova Scotia High School Graduation Diploma for Adults	Six elective credits are awarded by the Nova Scotia School for Adult Learning to go towards the Nova Scotia High School Graduation Diploma for Adults when an individual becomes a certified Journeyperson.

Activities	Achievements to Date
• researching with other jurisdictions joint projects for essential skills and transferable skills assessment for apprenticeable trades	Partnerships were formed with Manitoba, Skill Plan of British Columbia, and the Canadian Apprenticeship Forum. The partnerships include working together and sharing research and resources.
• implementing policies through the Nova Scotia School for Adult Learning that recognize prior learning that meets the credit requirements of the Nova Scotia High School Graduation Diploma for Adults	Expanded the agreement between the Department of Education and Nova Scotia Community College to recognize additional post-secondary credits as electives towards the Nova Scotia High School Graduation Diploma for Adults.
• collaborating with various industry groups to provide research and information on the practices and promotion of PLAR	Advisory services and expertise were provided to the Nova Scotia Health Care Human Resource Sector Council to assist with the development and delivery of the PLAR process for the Continuing Care Assistant program.
• establishing a multi-stakeholder committee to develop sustainable mechanisms for the delivery of PLAR services	Met with various stakeholders to determine level of interest in participating on advisory committee.
• providing career and life prior learning assessment portfolio programming to recipients of income assistance using a base of certified practitioners within the Department of Community Services	Over 200 people participated in 2003–04.

Activities	Achievements to Date
• working with the Province of New Brunswick and the Prior Learning and Assessment Centre to co-develop PLAR projects and tools	New Brunswick has started a practitioners' program using the curriculum developed in Nova Scotia in partnership with the Prior Learning and Assessment Centre. A joint meeting is planned for October 2004 at the Prior Learning Assessment Practitioners' Forum in Halifax.
• developing a process and model based on PLAR to assist Department of Community Services career practitioners with evidencing competencies in relation to the National Standards Guidelines for Career Practitioners	The development of a workbook is under way and is expected to be piloted in November 2004.

Goal 3: Strengthen Nova Scotia's system of lifelong learning opportunities

The continued development of a skilled and knowledgeable labour force will require the nurturing of a lifelong learning culture in Nova Scotia. This means that we must create an environment where learning opportunities can be taken advantage of at all ages and stages of life and that our education and training practices encourage Nova Scotians to develop the skills and attitudes that are needed to be lifelong learners.

Objective 1	Activities	Achievements to Date
Increase the opportunities for Nova Scotia's children to develop a curiosity for, and an ability to learn, before entering Nova Scotia's education system	• continuing to support story times and programs for infants, toddlers, and preschoolers where children and parents are introduced to age-appropriate books	In 2003–04, all regional libraries offered infant and toddler story times.
	• continuing co-ordination of the Family Learning Initiative Endowment Fund (FLIEF), which funds projects to support parent/child literacy through a partnership between Halifax Youth Foundation, National Literacy Secretariat (HRSDC) and the Department of Education	Approved eight projects to support family literacy across Nova Scotia for a total of $100,000 in 2003–04.
	• participating on the Family Literacy Advisory Group for Nova Scotia to develop an action plan for family literacy in the province through a National Literacy Secretariat (HRSDC) funded project	Good practice guidelines for family literacy were developed and released in November 2003. A provincial planning forum was hosted in December 2003 and over 60 people participated. A series of regional meetings were held between January and March 2004 to explore partnerships to support families learning together.

	Activities	Achievements to Date
	• increasing the province's investment in Read to Me!, a program which provides newborns and families at hospital sites with a book bag that contains materials to promote reading	The province committed an additional $500,000 over five years to the Read to Me! Endowment Fund. Four new hospital sites were launched in Antigonish, Truro, New Glasgow, and Bridgewater. A French language video on the importance of reading to small children was also launched. The French program, *Lis moi une histoire*, was launched January 2004.
Objective 2 Improve the core skills of children in Nova Scotia's education system	**Activities**	**Achievements to Date**
	• expanding early intervention programs that provide one-on-one support to identify and correct reading problems	Two administrations of the Observation Survey were conducted. Ninety grade 1 French immersion students were involved in this study related to early intervention. Targeted funding was provided to assist school boards in expanding the Reading Recovery program.
	• providing more books in grades primary to 3	Supplied an additional 90,000 books for science, literacy, and numeracy to grades primary to 3.
	• providing the *Writers in Action Handbook* for all grade 4 students	Provided 11,350 copies of the *Writers in Action Handbook* for grade 4 Anglophone students.
	• providing classroom resources for *Writers in Action 5*	Provided copies of *Write Traits Kit: Grade 5* for 547 classrooms.

Activities	Achievements to Date
• providing intensive, ongoing professional development for teachers	Sixty-three math mentors across the province were trained. $500,000 of targeted funding was provided to school boards for mathematics professional development for grades primary to 9 teachers. Forty literacy mentors were trained. Intensive professional development workshops were provided for 92 lead teachers for Active Young Readers 4–6, 74 lead teachers for Writers in Action 5, and 90 lead teachers for Active Readers 8. Intensive science professional development workshops were provided for 61 lead teachers from grades primary to 2 and 66 lead teachers from grades 9 and 10.
• monitoring implementation of new time requirements for mathematics and language arts for grades primary to 6	All schools have implemented minimum classroom time requirements for mathematics and language arts for grades primary to 6.
• continuing to implement a comprehensive math strategy that will add new programs for both struggling and advanced students and includes activities such as professional development for school-based math leaders from grades primary through 9, the creation and implementation of ten level teaching guides, *Mathematics: A Teaching Resource*, for grades primary to 9, and the development of *MathLinks: Grades Primary to 3*	The Mathematics 10 Plus and Mathematics Foundations 10 Plus courses were implemented. These courses offer more time and support for mathematics learning. Calculus 12 was developed. $555,600 of targeted funding was provided for board-based math leaders from grades primary to 9 and an additional $500,000 of funding was provided for professional development for school-based math leaders and math teachers from grades primary to 9.
• continuing to monitor and support school board and Nova Scotia Community College Prep initiatives	Promotional and funding support was provided for a number of school board Youth Pathways and CollegePrep initiatives. The locally developed course entitled Aviation Technology 12 was approved.

Activities	Achievements to Date
• providing new resources for mathematics including "Homework Baggies" for mathematics in the early grades	Mathematics "Homework Baggies" will be provided to schools in spring 2005 for grades primary to 2.
• implementing Active Readers 8 program that will provide 100,000 more books for grade 8 students and teachers	Active Readers 8 was implemented in 147 schools. Four hundred and five *Active Readers 8 Classroom Collections* were provided, which included 98,010 books for grade 8 students and 2450 professional resources for teachers.
• piloting Mathematics Essentials 10 in the Chignecto-Central Regional School Board	The pilot will expand to other school boards in 2004–05.
• implementing Mathematics 10 Plus and Mathematics Foundations 10 Plus as new course options that provide increased time and support for mathematics learning	Implemented the Mathematics 10 Plus and Mathematics Foundations 10 Plus courses. Professional development for teachers was provided along with teaching resources and student textbooks .
• developing, piloting, and implementing new courses that focus on labour market needs and opportunities including Community Care 12, Tourism 12, Computer Studies 12, Multimedia 12, Geomatics 12, Agriculture/ Agrifood 11, Film and Video Production 12, Food Science 12, and Business Management 12	Frameworks for Multimedia 12 and Geomatics 12 were developed. Industry focus group meetings were conducted for Tourism 12 and for Community Care 12 which was renamed Health and Human Services 12. Agriculture/Agrifood 11, Business Management 12, Film and Video Production 12, and Food Science 12 was implemented .

	Activities	Achievements to Date
	• developing articulation agreements for a range of senior high courses and Nova Scotia Community College programs	An articulation agreement for Applied Networking Technology 11 and 12 was completed. The framework and schedule was established for articulation of Film and Video Production 12, Design 11, and Multimedia 12 in collaboration with Nova Scotia Community College School of Applied Arts and New Media. The framework and schedule was established for articulation of Electrotechnologies 11, Agriculture/ Agrifood 11, and Geomatics 12 in collaboration with Nova Scotia Community College School of Trades and Technology.
	• investing in programs delivered by professional artists in schools throughout the province, such as ArtsInfusion, Professional Artists in the Schools (PAINTS), Writers in the Schools (WITS)	Support continued for Visual Arts Nova Scotia which delivers the PAINTS program. Perform!, a joint initiative of Theatre Nova Scotia, Dance Association of Nova Scotia, and Nova Scotia Choral Federation, was funded. Artsmarts was funded through the Art Gallery of Nova Scotia, which delivers the program in schools in addition to various youth training programs at the gallery.
Objective 3 Expand co-operative and work experience opportunities for students in Nova Scotia's secondary education system	**Activities**	**Achievements to Date**
	• continuing to support co-operative employment placements in not-for - profit organizations within the public sector	Through the Co-operative Employment Program component of the Provincial Employment Program, 193 co-op placements were supported in government funded and not-for-profit organizations.
	• designing an Energy scholarship program for secondary students considering careers in the energy sector	This initiative is under way.

Activities	Achievements to Date
• continuing to provide work experience opportunities for high school students	Work experience components were included in the following new courses: Agriculture/Agrifood 11, Business Management 12, Film and Video Production 12, and Food Science 12.
• working with education institutions, business, labour, and sector councils to establish a Youth Apprenticeship Program	Planning to identify links between the public school system and credit toward apprenticeship is ongoing. The framework for the Nova Scotia Youth Apprenticeship initiative was developed. Multiple presentations were delivered to potential stakeholders in an effort to build interest in, and support for, youth apprenticeship.
• encouraging young people to consider entrepreneurship as a viable employment opportunity through the Youth Entrepreneurship Scholarships Initiative	Twenty-nine youth across Nova Scotia operated full-time businesses through this Initiative in summer 2003. In addition to receiving mentoring advice and demonstrating self-reliance, creative thinking, and solid effort, these 29 youth received scholarships of up to $1000 per student to invest in their post-secondary studies.
• providing significant opportunities, under C@P, for students to access entry-level workplace opportunities in Nova Scotia	Over 190 youth gained valuable information and technology-related employment experience, while working at 200 community-based C@P sites across the province.

Objective 4

Increase the opportunities for Nova Scotians to access adult basic education

Activities	Achievements to Date
• continuing to administer and co-ordinate programs for adults seeking to improve their literacy and essential skills and/or obtain the Nova Scotia High School Graduation Diploma for Adults through partnerships under NSSAL	Overall enrollment in NSSAL was 4,000 (from Level I through to Level IV). Approximately 430 adults graduated with the Nova Scotia High School Graduation Diploma for Adults in 2004.

Activities	Achievements to Date
• increasing the Nova Scotia School for Adult Learning's capacity and improve access to programs for adults seeking to improve their literacy and essential skills and/or acquire the the Nova Scotia High School Graduation Diploma for Adults	The number of Level III and IV sections offered via the Adult Learning Program at Nova Scotia Community College was increased. Feasibility research regarding the provision of online delivery of the Adult Learning Program was conducted. A partnership committee with Nova Scotia Community College to develop online courses was convened.
• distributing seniors' literacy resource kits to literacy coordinators around the province and promoting lifelong learning opportunities for seniors in the *Programs for Seniors* directory	The seniors' literacy resource kits were delivered to 24 Community Learning Networks across the province. Seventy-five thousand copies of *Programs for Seniors* were circulated in 2003–04. The program includes a section which outlines the lifelong learning opportunities for seniors in Nova Scotia.
• partnering with concerned others to address the lifelong learning needs of seniors in an urban, underdeveloped section of central Halifax	Five tutors were trained to deliver upgrading programs for seniors.
• enhancing the literacy skills of Nova Scotia seniors using the seniors' literacy resource kit	This initiative is ongoing.

Objective 5	Activities	Achievements to Date
Make education and training more relevant to the emerging skill needs of the learners and employers	• developing curriculum for new degree programs in management, international rural development, rural studies, and technology education which are offered at Nova Scotia Agricultural College	At Nova Scotia Agricultural College, a Technology Education program will be offered as of September 2004. In addition, the International Rural Development and Rural Studies programs will be offered as an option within a Masters of Science degree.
	• enhancing Nova Scotia Community College's capacity to have industry assist in program and curriculum development	All new programs delivered at Nova Scotia Community College have linkages with the communities and industries they support.
	• providing financial support as a sponsor for the Skills Canada–Nova Scotia Energy Youth Quest events throughout the province	In 2003–04, the province sponsored three Skills Nova Scotia Energy Youth Quest events.
	• providing trade-relevant essential skills learning options for apprentices and trade qualifiers to support their success in the Apprenticeship Training Program and with trade certification	New essential skills programs, trade-related assessment tools, and math refresher curriculum were developed for apprentices.
	• conducting organizational needs assessments for business and industry to identify workforce training needs and options for addressing those needs	In 2003–04, a total of 14 organizational needs assessments were performed across Nova Scotia.
	• helping displaced workers find new employment through the Workforce Skill Development Initiative that supports targeted initiatives and essential skills enhancement	There were 23 workforce skill development programs delivered at six sites across the province for unemployed workers from the fishing industry, Deveo, and Sysco.

Activities	Achievements to Date
• supporting the skill development of the current workforce through the award-winning Workplace Education Initiative to assist employees managing change brought on by a rapidly changing workplace	One hundred and one programs were delivered at 48 sites across the province. Over $390,000 was leveraged by industry and labour to run these essential skills programs.
• providing professional development and certification opportunities for workplace education instructors to customize essential skills programs to meet the needs of business, industry and labour	A practitioner institute was held and 16 instructor certification modules were conducted.
• creating a sector liaison program to facilitate sharing of labour market information and to develop customized responses to labour market challenges	Sector Councils in Nova Scotia are being assisted by Apprenticeship, Training, and Skill Development staff with workforce and Human Resources planning.
• developing and revising the English Adult Learning Program and the French Formation générale des adultes curriculum for the Nova Scotia School for Adult Learning	Developed a revision plan for the English Adult Learning Program and the French Formation générale des adultes curriculum for the Nova Scotia School for Adult Learning.
• reviewing and enhancing Adult Learning Program Level III curriculum to ensure that the cross-cutting theme of employability is embedded in the outcomes	Piloted new curriculum in the areas of Mathematics, Communications, Science, and Social Studies. Five cross-cutting themes have been incorporated into the curriculum and employability is explicitly linked to the learning outcomes. Two new courses were created: Introductory Sociology Level IV and Technical Communications Level IV.
• organizing Adult Learning Program Level III professional development workshops in May 2004 to provide training regarding the new curriculum	Over 100 instructors and administrators were provided with training related to the new Level III curriculum and its important links to employability.

Objective 6	Activities	Achievements to Date
Increase the post-secondary education and training system's capacity to respond to emerging labour market needs	• funding renovations and expansion throughout the 13 campuses of the NSCC over the next five years	Renovations continue at all campuses. Construction of the new Metro Campus began in August 2004, with a completion date of 2007.
	• leveraging post-secondary co-op and summer placement opportunities with industry through the Energy Training Program for Students to build sector-specific competencies that will help students find relevant employment in the energy sector upon graduation	By the end of the second year since its inception, roughly 130 students have been supported under the Energy Training Program. This has facilitated more than 70,000 person hours of career-relevant work experience in the energy sector.
	• provide Nova Scotia Community College's Nautical Institute with $500,000 towards the purchase of a dynamic positioning simulator	The province provided funding for the purchase of a dynamic positioning simulator which will allow the Nova Scotia Community College to offer training in realistic settings and to provide graduates with internationally recognized certification.
	• supporting groups such as Hypatia and the Women for Economic Equality Society in their work of improving the culture of educational institutions and workplaces to attract and retain women in science and trades and technology occupations	The Nova Scotia Advisory Council on the Status of Women supported Hypatia and the Women's Community Economic Development Network in various projects to identify barriers and enhance women's access and participation in science and technology.
	• continuing to develop articulation agreements for a range of courses between the Adult Learning Program and Nova Scotia Community College	Worked with Nova Scotia Community College's articulation committee to develop policies and procedures for the formal recognition of prior learning in core programs.

	Activities	Achievements to Date
	• encouraging the continuation of university-based development centres that expose students and the community to entrepreneurship development activities and techniques	In partnership with the Atlantic Canada Opportunities Agency, five university-based development centres at Saint Mary's University, St. Francis Xavier University, Acadia University, Mount Saint Vincent University, and Université Sainte-Anne, will continue to serve the university and business community.
Objective 7 Promote lifelong learning through the development of a learning culture	**Activities**	**Achievements to Date**
	• keeping pace with government's movement toward information and services online by supporting public libraries as key delivery points; expanding partnership with Service Nova Scotia and Municipal Relations to place Service Nova Scotia kiosks in public libraries across the province	The Government @ Your Service Pilot Project, a joint venture of public libraries, C@P, and Service Nova Scotia and Municipal Relations, has been developed to provide access to government information and services through public libraries and C@P sites. A pilot project in the first half of 2004–05 will test the promotional and training materials, service delivery, and criteria to become a Government @ Your Service Site in six public library/C@P sites before the service is rolled out across the province.
	• working with business and labour partners through Chambers of Commerce and NovaKnowledge to promote workplace learning as a primary strategy for addressing the skills requirements of our workforce	The Small Business Initiative of Workplace Education partnered with the Pictou County Chamber of Commerce to deliver basic computer communications programs to 32 small business owners.
	• promoting with employers the benefits of human resource development, employment equity, lifelong learning, and best practices	A Workplace Education success story, *Mel's Story*, was published. It can be found at <skillsnovascotia.EDnet.ns.ca>.

Activities	Achievements to Date
• participating in and supporting annual celebratory events, including International Adult Learners' Week, International Family Literacy Day, International Literacy Day, Peter Gzowski Invitational (PGI) Golf Tournament, and Word on the Street	Participated in and supported the following events which promoted adult literacy and lifelong learning: – Strait Regional Conference, May 2003 – PGI Gold Tournament for Literacy, June 2003 – XYZ Conference in Antigonish, June 2003 – Adult Learners' Week, September 2003 – International Literacy Day, September 2003 – Word on the Street, September 2003 – Family Literacy Day, January 2004
• encouraging an interest in archaeology, biology, culture, heritage, geology, and palaeontology by providing a comprehensive schedule of Nova Scotia-specific exhibits and interpretive programs through the Nova Scotia Museum	Delivery of exhibits and interpretive programs that focus on Nova Scotia's cultural and natural history is ongoing. In 2003–04, the Maritime Museum of the Atlantic and the Museum of Natural History held 12 temporary exhibits and associated public programs. Highlights of the schedule included Charting the Waters, Champlain Treasures and the Beginnings of New France talk series, Secrets of Silver, Hurricanes: An Eye on the Storm talk series, and Holly Carr's Terrarium.

Activities	Achievements to Date
• increasing accessibility of provincial and community heritage resources and genealogy information available online through the Nova Scotia Museum and Public Archives to promote educational resources and opportunities for Nova Scotians	In 2002–03, there was a substantial growth in quantity, quality, and popularity of archival online thematic resource guides, searchable databases, and virtual exhibits which are accessible to the public for lifelong learning and genealogical research. In 2003–04, over 400,000 research visits and more than 5 million page views of the Nova Scotia Archives and Records Management website were conducted. The education section of the Nova Scotia Museum website was rebuilt to better meet the needs of teachers, students, and the community. The Nova Scotia Museum online subscription list is being built and over 1,000 heritage enthusiasts are now receiving bi-monthly heritage event and program updates.
• drafting an Individual Career and Development Plan Form and Guidebook and initiating a Lunch 'n' Learn Program Pilot for the Planning for Progress: Training and Development Program	The draft of an Individual Career and Development Plan Form and Guidebook is available online at <www.tpw.gov.ns.ca/department/Planning_for_Progress/Training_Development.stm>. A Lunch 'n' Learn program for the Planning for Progress: Training and Development Program was initiated. Eleven Lunch 'n' Learn sessions have taken place, including topics such as Financial Planning and Getting Organized, Tai Chi, and A Virtual Tour of Nova Scotia Trails.

Conclusion

This year's *Annual Progress Report* demonstrates the achievements that government with its partners have made to develop the skills, supports, and systems necessary to achieve a world-class workforce ready to meet the challenges of today and the promise of tomorrow.

Since 2002–2003 we have made real progress toward the development of long-term strategies and systems that help us identify and respond to skill development the future needs of the labour market. The activities outlined in the *Skills Nova Scotia Action Plan 2004–2005* build on this work and contribute to the continued development of a strong workforce and bright future for Nova Scotia.

If you would like additional copies of

Skills Nova Scotia Annual Progress Report 2003–2004

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